

SERIAL 06106 IGA RECYCLED PAPER COLLECTION SERVICES

DATE OF LAST REVISION: August 24, 2006 CONTRACT END DATE: July 31, 2007

**CONTRACT PERIOD BEGINNING AUGUST 31, 2006
ENDING JULY 31, 2007**

TO: All Departments

FROM: Department of Materials Management

SUBJECT: Contract for **RECYCLED PAPER COLLECTION SERVICES**

Attached to this letter is a listing of vendors available to Maricopa County Agencies utilizing the Arizona Department of Environmental Quality SCC060020-A1. The using agency and other interested parties may access and electronic version of this contract from the Materials Management Web site at:
http://www.maricopa.gov/materials/Awarded_Contracts/search.asp.

Please note: Price Agreement Purchase Orders (PG documents) may be generated using the information from this list. Use Commodity Code(s) B0602715

All purchases of product(s) listed on the attached pages of this letter are to be obtained from the listed contractor(s).

RECYCLED PAPER COLLECTION

Scope of Work

1.0 Purpose & Objective

- 1.1 The contractor shall provide recycled paper collection services to the State of Arizona.
- 1.2 The objective is to provide Using Agencies a method for the collection and sale of recycled fiber materials including paper, cardboard and other fiber products.

2.0 Estimated Usage

- 2.1 The following is the type and amount collected from January 1, 2005 through December 31, 2005:

2.1.1

Type of Paper	Tons per Month
Computer	>1
White	16
Mixed	05
Newspaper	02
Cardboard	31
Colored Paper	11
Other Paper	09

3.0 Requirements

- 3.1 Service Area: The contractor shall be available to all State Agencies within 50 miles of the Phoenix and Tucson Metropolitan area. Exhibit A specifies the Agency Account number, Agency, Agency Address, and Equipment. The State may add to or change collection sites as necessary. The specific Using Agency is responsible for notifying the ADEQ Recycled Paper Collection Contract Administrator as changes in this information occur. A contract amendment shall not be required to update Exhibit A.
- 3.2 Waste Audit: The contractor may perform a waste audit at each new collection site. Each waste audit shall be performed prior to initial collection from the site. Waste audits for existing sites shall be at the discretion of the ADEQ Contract Administrator, or Surplus Property Management Office.
- 3.3 Containers: The contractor shall provide collection containers at no charge to the Using Agencies for utilization at each collection site. The State currently utilizes 16 bushel, 90 gallon containers and 3 & 6 yard bins. The contractor shall provide the current container configuration.
- 3.3.1 Container Pickup: The contractor shall service containers within three business days upon notification from the Using Agency.
- 3.4 Weight Tickets: The contractor shall provide weight tickets to Surplus Property for any and all recycling collections. Weight tickets shall be forwarded to Surplus Property as part of the payment package for the preceding month. Additionally, the contractor shall provide weight tickets to the Using Agency if the Using Agency is a Political Subdivision.
- 3.5 Payments: The contractor shall submit State Agency Collection payments to Surplus Property. The contractor shall submit Political Subdivision payments to the appropriate Political Subdivision. Payments should be received by Surplus Property and Political Subdivisions no later than the last day of the following month in which collections were completed. Late payment or non-payment by the contractor may be determined to be a material breach to the contract. The State may take any or all actions necessary provided by the contract including termination.

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Scope of Work

- 3.6 Educational Support: The contractor shall provide Recycling education to Using Agencies. This may include recycling reports, promotional material, promotional items, education activities, etc.
- 3.7 Penalties: Penalties shall be limited to contamination. No “double” or “multiple” penalties shall be accepted at multiple container (2 or more containers) sites. Prior to instituting a penalty, adequate and reasonable warning shall be given to the State.
 - 3.7.1 Adequate means: Three (3) or more written warnings for each location.
 - 3.7.2 Reasonable means: Notification of penalty to the ADEQ Contract Administrator, State Surplus Property Management Office and the penalized collection site.
- 3.8 Collection Site Location Changes: The State reserves the right to modify collection sites as necessary.
- 3.9 Contractor Transition: The Contractor shall provide assistance in transition of material and equipment within two (2) months after termination of this contract. Removal of equipment shall be coordinated through the Surplus Property Management Office and the ADEQ Contract Administrator.
- 4.0 **State Provided Services**
 - 4.1 Intermediate Collection: State personnel, as available, will collect recyclable paper within all ADOA owned buildings for deposit into the contractor provided collection containers. Recyclable paper may not be sorted prior to depositing into the contractor provided container.
 - 4.2 Contract Administration: The ADEQ and the State Surplus Property Management Office will provide contract administration for this contract. Any requests for assistance, information, or clarification of the contract will be handled by the Recycled Paper Collection Contract Administrator.

Method of Approach

3.4 Method of Approach

Dispatch; Pick-up of material; Accountability for each pickup- Weyerhaeuser proposes to utilize a scheduled route method of pick up. Locations that generate a consistent volume will be picked up automatically on route Tuesday and Thursday of each week. Locations that need emergency or one time pickup will be picked up within 24 hours of notification. The State Recycling Coordinator shall be responsible for emailing or faxing a list of locations each week for route or any emergency or one time pick ups. Each week on Tuesday and Thursday, Weyerhaeuser Dispatcher will route an assigned driver to pick up each service location. Driver notes on dispatch ticket how many pieces of equipment were required to be picked up and replaced with empty containers. Driver brings back full equipment and dispatch ticket to Weyerhaeuser Recycling Facility. Driver unloads equipment at receiving area. Driver leaves a copy of dispatch ticket with receiver and another copy of the ticket with the dispatcher. To ensure 100% pick up of dispatched service locations, Weyerhaeuser Dispatcher checks all locations scheduled for pick up against actual pick ups indicated on drivers pick up log. Any discrepancy between scheduled pick ups and actual pick ups is communicated to State Recycling Coordinator.

Grading and weighting recycled material: Upon collection, each container from each site is individually weighed and received by (PS-03 specifications). A weight ticket is generated and attached to a receiving report for processing. The original weight ticket is attached to the monthly summary which is sent to the State of Arizona's Surplus Property Department.

Accounting procedures to include Payment process: Weyerhaeuser will continue to create a detailed monthly activity summary by location for the recycling volume that is generated by the State of Arizona. The summary details each pick-up and the information provided will include: Collection dates, location of each pick-up, grade of material collected, net weight in pounds and tons, rebate price per ton for each grade and total payment. The 3rd week of each month, the State of Arizona will receive a detailed summary of activity and weight tickets for all recycled material collected with a rebate check for the total revenue due.

Process for contamination materials: Weyerhaeuser will notify the State Recycling Coordinator of any significant contamination problems and will offer a site visit to identify the source of the contaminant. Weyerhaeuser will then initiate the necessary education to reduce the possibility of a similar occurrence. Notification and education are the first steps taken prior to any downgrading of materials. 2nd step will be (3) written warnings.

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Educational support: Weyerhaeuser will commit to educating participants of the State of Arizona on the States Recycling Program. Education may be accomplished through on-site training, visual aides and video presentations. We believe that education of the participants leads to increased attention to, and participation in the program.

Expanding current program: Weyerhaeuser would like to provide balers for State of Arizona

Correctional Facilities and other locations that are listed on the Location List provided by the State of Arizona as well as State locations that are not on that list. Balers would be provided at **NO CHARGE** based on potential volume opportunities at each facility.

Pricing is indicated on attached price schedule item #009. Additionally, Weyerhaeuser would like to expand the existing program to include Aluminum Beverage Containers and Plastic where a volume opportunity exists. Pricing is indicated on attached price schedule items #007 and #008.

RECYCLED PAPER COLLECTION

Price Schedule

WEYERHAEUSER COMPANY

Point of Contact: Shawn Tackitt

Phone Number: 602-225-0560

Facsimile Number: 602-225-0430

Line No.	Commodity Description	Price for Evaluation Purposes	Tons for Evaluation Purposes	Percentage of Market Price Offered	Total for Evaluation Purposes
EXAMPLE	Collection, Recycled Paper Computer	\$100.00	1 Ton	150%	\$150.00
001	Collection, Recycled Paper, Computer	\$90.00	1 Ton	150%	\$135.00
002	Collection, Recycled Paper, White Ledger	\$80.00	16 Tons	150%	\$120.00
003	Collection, Recycled Paper, Mixed	\$25.00	5 Tons	125%	\$31.25
004	Collection, Recycled Paper, Newspaper	\$20.00	2 Tons	150%	\$30.00
005	Collection, Recycled Paper, Cardboard	\$40.00	31 Tons	125%	\$50.00
006	Collection, Recycled Paper, Colored Ledger	\$25.00	11 Tons	175%	\$43.75

Note To Maricopa County Using Agencies:

The “Percentage of Market Price Offered” shall be the percentage the Contractor commits to pay of the “Recycling Today.Com, Los Angeles Region on-line Pricing” from the first published weekly issue of the month. The Contractor & County Agencies shall use the mid-point of the index for payment purposes.
